

11 September 1979

Frank-*Frank*

1. Per your note:

This is a good report and system. Probably better than most other agencies re counseling low performers. However, I don't agree with the primary recommendation: that you review this with the Executive Committee--that will have little/no effect. Instead, I recommend that you tell:

- o Office of Personnel to prepare a DDCI memo to Heads of Career Services on this subject, giving them a pat on the head, reinforcing the necessity to keep on doing this, and providing as future guidelines the recommendations in 6.b, c, and d.
- o After that is sent, you could mention it in the EC meeting to bring it to their attention and reinforce priority.

2. At the second FY80 quarterly meetings which should be in March 1980, we should review directorate achievements against the 1980 APP. That will be mid-year point. We can have the Office of Personnel prepare an analysis before then. We can tell directorates ~~to~~ in November/December 1979 when we send out the schedule for the second quarter goals reviews.

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